

Dolores Library District

March Board Meeting Agenda

Date: March 10, 2026

Time: 6:00pm

Place: Dolores Public Library, Community Room

Agenda

1. Call to Order
 - Acknowledge and Record Members Present, Absent, and Guests
2. Agenda & Minutes
 - Agenda: Changes and Approval
 - Minutes: Changes and Approval
3. Correspondence and Communications
4. Public Comment
5. Financials
6. Reports
 - Learning Moment: Board Retreat Debrief
 - Director's Report
 - Finance Committee Report
 - Interview Committee Report
 - Strategic Plan Update: Programming
7. Unfinished Business
8. New Business
 - Review/Award Workplace Assessment RFP
 - Welcome new trustees
 - Discuss Special District 40th Anniversary
 - Review & Revise Conflict of Interest & Ethics Policy
9. Proposed Topics for Next Meeting: April 14, 2026
 - Review Employee Handbook (submit proposed changes to president by March 31, 2026)
 - Friends of the Dolores Library (FoDL) Update
 - Discuss Board Correspondence & Communication Policy
10. Adjourn at Time: TBD

Dolores Library District Board Meeting (amended)
December 9, 2025
DPL Community Room

Call to Order: President Sandy Jumper called the regular meeting to order at 6:06 p.m.

Board Members Present: Correen Becher, Jeanne Becker, Gina Hernandez, Hassan Hourmanesh, Emily Wisner, and Tamara Woodbury

Board Members Absent: None

Director: Sean Gantt

Guests: Dolores Town Council members Shelia Wheeler, Linnea Peterson, and Marie Roan; reporters Anna Watson and Gail Binkly; staff members Hannah Carloni and Chey Smith; and community members Sarah Vass, Noah Frasier, Lee Hallberg, Diana Donohue, Peggy Boyer, Carol Westphall, Mark L., and Peggie Buckholts

Agenda: Changes and Approval: Sandy said she'd like to move item 12a (Executive Session) to after 13h (Discuss Term Limits), even though that put Unfinished Business after New Business. She asked for any discussion or other changes in the agenda. None were suggested. Sandy moved to approve the agenda as suggested, Emily seconded, and the motion passed.

Minutes: Additions and Corrections: Sandy asked for any additions or corrections to the November 11th minutes. Emily asked that four items she had requested at the November 11th meeting be added for the proposed topics at January's meeting (see proposed topics for the January meeting). Emily moved to approve the November 11, 2025 minutes as corrected. Tamara seconded, and the motion carried.

Sandy asked for any additions or corrections to the November 25, 2025 meeting minutes. None were suggested. Tamara moved to approve the November 25, 2025 Special Board Meeting minutes as presented. Gina seconded, and the motion carried.

Correspondence and Communications: None

Public Comment: None

Financials:

1. Expenditures: Two questions were asked and answered by Sean.
2. P&L: It was noted the Library has been fully staffed all year. Most line items are within the budget for this time of year.
3. Balance Sheet: Interest will be reported on investment accounts once it is posted at the end of the quarter.
4. The Dolores Public Library Foundation Fund will be reported on after the Finance Committee meets.
5. Upon request, Tamara made a motion to approve the November expenses, P&L statement, and balance sheet. Gina seconded the motion, which passed upon a vote.

REPORTS

Learning Moments: Library Services and Programs:

An article from [Colorado Public Library Standards](#) on "Library Services and Programs" was included in the Board packet. The article had a checklist of services, programs, information availability, and general services. Board members noted several areas where DPL goes above and beyond expectations.

Director's Report:

Sean spoke of getting the final assessed valuation from Montezuma County, the new patron computers being installed, and the school groups that used the library. He praised Hannah for the successful children's programming she has had and for Jillian who worked to make sure the League of Women Voters event went smoothly and the local author visit she organized. Sean expressed thanks to the Virga Foundation and Dolores Rotary for the contributions they made to help with the computer upgrades.

President's Report:

Sandy announced that Town of Dolores Mayor Chris Holkestad has invited members of the DLD Board to their workshop on December 22nd at 5:30 p.m. for a "Board to Board" talk. Several trustees said they would attend. Eight community members have expressed interest in joining the DLD Board, and five sent letters. The Board scheduled January 6, 2026 at 6:00 p.m. to interview each of the candidates. Sandy announced to help keep meetings productive, she will be expecting all to follow Robert's Rules of Order, and she went over the key aspects. She has been in touch with an attorney who would help with the review of the District's by-laws and open meeting law. This will be discussed further at the January meeting.

Finance Committee: Did not meet

Strategic Plan Update: None

NEW BUSINESS

Resolution 2025-03: Resolution to Adopt Budget:

The budget discussions were held during the October and November board meetings. The public was invited to comment during the public hearing. With no further discussion, Sandy asked for a motion to approve the budget. Gina moved to approve Resolution 2025-03: Resolution to Adopt Budget, Jeanne seconded, and the motion carried.

Resolution 2025-04: Resolution to Set Mill Levies:

Gina moved to approve Resolution 2025-04: Resolution to Set Mill Levies, Tamara seconded, and the motion carried.

Resolution 2025-05: Resolution to Appropriate Sums of Money:

Tamara moved to approve Resolution 2025-05: Resolution to Appropriate Sums of Money, Gina seconded, and the motion passed upon a vote.

The three Resolutions were passed to each trustee for their signatures. Sean will deliver them to Montezuma County.

Review/Approve 2026 Meeting and Agenda Schedule:

Emily asked for work sessions to be added in the late summer and fall with topics TBD. A discussion evolved. Jeanne made a motion to approve the Meeting and Agenda Schedule as amended, Gina seconded, and the motion passed.

Review/Approve 2026 Holiday Closure Schedule:

Gina made a motion to approve the Holiday Closure Schedule, and Tamara seconded. After discussion, the meeting schedule was amended for the Library to be open on Veteran's Day and closed on December 31. Gina withdrew her original motion. Jeanne made a motion to approve the Holiday Closure Schedule as amended. Tamara seconded, and the motion carried.

Review Board Self-Evaluation Results:

Sandy noted six areas on the evaluation that came in less than 3. She said these areas will be priorities in the upcoming year. Jeanne prepared a list of four suggested goals for the Board. After discussion, the list was adjusted to five goals. She will send the amended list to Board members.

Board Officer Nominations:

Officers nominated for 2026 are President, Sandy Jumper; Vice President, Hassan Hourmanesh; and Secretary, Correen Becher.

Discuss Term Limits as Set in District By-Laws:

Tamara made a motion to suspend Article II, Section 2 of the Dolores Library District By-Laws regarding term limits for up to twelve months to maintain continuity, address legal issues, and involve the Dolores Town Council and Dolores School District Board. Gina seconded. After discussion, it was agreed that twelve months was longer than necessary. Tamara amended the motion to suspend Article II, Section 2 of the Dolores Library District By-Laws regarding term limits to sustain two current members in order to maintain continuity, seek legal counsel, and include the Dolores Town Council and Dolores School Board until the names of two new board members have been submitted appointed. Gina seconded the motion. Upon a vote, Hassan and Emily voted no; Tamara, Gina, Sandy, Correen, and Jeanne voted aye. The motion was carried.

Executive Session to Discuss the Performance Evaluation of the Director Pursuant to CRS 24-6-402(4)(f), Personnel Matters:

Marie Roan, Town Council member, questioned the process of the Director's evaluation. Sandy provided a brief explanation. Sandy then made a motion to move into executive session to discuss the performance evaluation of the Director pursuant to CRS 24-6-402(4)(f), personnel matters with all Board members present and the Executive Director in attendance. Gina seconded the motion. The motion carried upon a vote.

The Executive Session began at 7:56 p.m. and ended at 8:55 p.m. The Board did not adopt any policy, position, resolution, rule, regulation, or take any formal action.

The regular meeting resumed at 8:56 p.m.

Revise and Approve Director's Contract:

Revisions to the Director's contract were discussed in executive session. Sandy made a motion to approve the Director's contract for 2026. Gina seconded. The motion was carried.

Proposed Topics for Next Meeting: January 13, 2026:

- Review Audit Exemption Process
- Elect Officers
- Review Cash Donation Policy*
- Clarify Executive Session Policy*

- Discuss Information Sharing from Other Boards*
- Procedures to Set Agenda Items*

*Items requested by Emily to be added to the January agenda

Prepared by Correen Becher, Secretary

Dolores Library District Board Meeting

February 10, 2026

DPL Quiet Room

Call to Order: President Sandy Jumper called the meeting to order at 6:00 p.m.

Board Members Present: Correen Becher, Jeanne Becker, Hassan Hourmanesh, and Emily Wisner

Board Members Absent: Gina Hernandez

Director: Sean Gantt

Guests: Town of Dolores Board members Chris Holkestad, Sheila Wheeler, and Marie Roan; staff member Hannah Carloni; recommended DLD Board Members Lee Hallberg, Belinda Platts, and Leah Burkett; DLD accountant Chris Majors of Majors and Haley, P.C.; and community members Diana Donohue, Peggje Buckholts, Mark Lange, and Bill Ivy

Agenda Approval: Jeanne suggested moving the Approval of the Audit Exemption to just after public comment. Hassan made a motion to approve the agenda as amended, Jeanne seconded, and the motion carried.

Approval of Minutes: On the minutes from January 13, Jeanne said Mark L's name is Lange. Also on the minutes from January 13, Emily wanted it recorded in the minutes that she asked for a written procedure for cash donations to be developed. Upon Sandy's request, Jeanne made a motion to approve the minutes with the suggested change and addition from the January 6, January 13, and January 27 meetings and work session. Hassan seconded the motion which carried upon a vote.

Correspondence and Communications: Sean had none. Sandy had received a patron complaint which will be addressed during the Executive Session later in the meeting.

Public Comment: Bill Ivy suggested the meeting room be designated the "Carole Arnold Public Room" and asked that the Board consider his request in the near future. Marie Roan suggested that Board meetings be recorded. Sandy thanked the public for their comments.

Financials:

1. Expenditures: Correen noted there was no payment to Empire Electric, which is attributed to Empire Electric changing billing cycles. Hassan asked about the attorney expenses. A discussion evolved regarding amending the budget, which will likely be done when the District has a better idea of professional fees expenses.
2. P&L: Hassan commented on the \$4,000 donation, which was from Friends of the Dolores Library.
3. Balance Sheet: Belinda asked when the statements from the Colorado Trust Accounts come, and Sean said they come monthly, usually after the Board meeting.
4. Upon request, Jeanne made a motion to approve the financials as presented. Hassan seconded, and the motion carried upon a vote.

REPORTS

Learning Moments: A Board Retreat is scheduled for February 21 from 10 a.m. to 4 p.m.. Sandy presented a proposed agenda from Polly Gallagher of the State Library Board. Sandy asked for input. The three new proposed Board members are invited along with Leigh Reeves, Town Manager. Suggested changes to the retreat agenda can be sent to Sandy in the next few days.

Director's Report: Sean highlighted the installation of staff computers and a quote for trustee email accounts from NetForce. Emily offered an alternative option that includes intranet. A discussion developed regarding the issue, and Sean will research further. He also noted the craft sessions and transporting children from the school to the Library on Wednesdays. Sean presented the 2026 Annual Action Plan the staff developed at their retreat. Emily wants HVAC addressed sooner rather than later. Sean feels the ADA button needs to be taken care of soon. Jeanne asked for clarification on the storage issue. Sean also included annual statistics from 2019-2025 as well as monthly numbers for 2025.

Finance Committee: Sandy reported the Finance Committee met February 5. She quickly summarized the 2025 amounts discussed during the Financials portion of the meeting. Included in the Board packet was a 2025 summary of the Dolores Public Library Foundation Fund through Onward! She verbally summarized the Fund started 2025 with \$51,794, income

through donations and investments totaled \$25,448, expenses were \$1,178, and the year ended with a balance of \$76,064. She asked the Library Board to authorize the Foundation Fund Advisory Board to transfer \$26,000 from the Fund to the Library's general fund to help cover the unanticipated expenses. A discussion evolved regarding what expenses the Fund transfer should cover. Emily wants more funds to go to programming. An amended budget will need to be developed once the attorney fees and workplace environment study costs are known.

Upon Sandy's request, Jeanne made a motion to authorize the Dolores Public Library Foundation Fund Advisory Board to request Onward to move \$26,000 for unanticipated expenses to the Library. Emily seconded, and the motion carried.

UNFINISHED BUSINESS

Review/Approve Changes to DLD Bylaws: A discussion developed around the wording in Article II, Section 4. The District's attorney just sent new language in that portion of the bylaws. Emily made a motion to adopt the bylaws with the most current revisions, Jeanne seconded, and the motion passed when voted on.

Discuss Information Gathering and Sharing Practices by Other Boards: Postponed until April meeting.

Review Executive Session Policy: A short discussion was had on the attorney's revisions of the policy. Jeanne made a motion to approve the Executive Session Policy as presented. Hassan seconded, and the motion carried.

Approve Revised Intergovernmental Agreement (IGA): Discussion was had regarding item 13. Hassan made a motion to approve the IGA as revised, Jeanne seconded, and the motion was carried.

NEW BUSINESS

Review Job Descriptions: After a short discussion, no changes were suggested.

Approve Audit Exemption: Chris Majors asked for questions regarding the audit exemption. Chris referred the Board to the end-of-year P&L for final income and expense totals. The Library has a fund balance of \$641,000 and had a loss in 2025 of \$11,700. Emily questioned the reserve amount being unusually large. Chris replied the reserves are healthy but not out of the ordinary. Hassan asked about distributing monies into different funds. Chris said that is not necessary for an organization such as the Library District. He said all looks good and the books are in good shape.

Emily made a motion to approve Resolution 2026-01 for Exemption from Audit. Hassan seconded. The motion passed upon a vote. The forms were passed to each Board Member present for their signatures.

Discuss Workplace Assessment RFP and Form Committee to Review Applications: Sandy went over the proposal she has sent to different consultants. She asked for responses by February 18 which will be presented to Board members on February 21. The Board can then review and choose the top 3. A final decision will be made at the March 10 regular meeting.

Form Ad-Hoc Committee to Prepare Statement of Work for Guidance in Working with Counsel: Sandy asked for a motion to approve the committee. Jeanne made a motion to form an ad-hoc committee to prepare a statement of work for guidance in working with counsel. Hassan seconded. The motion was carried. The committee will consist of Emily, Hassan and Sandy.

Executive Session to Discuss a Complaint Received Pursuant to CRS 24-6-402(4)(f) Personnel Matters: Emily made a motion to enter into Executive Session with just the Trustees present to review and discuss the Complaint pursuant to CRS 24-6-402(4)(f), Hassan seconded. The motion passed. The regular meeting was suspended at 7:45 p.m.

Some Board members left the room for a quick break. A short discussion developed about the wording of a motion temporarily suspending term limits that was made during the December meeting.

The Executive Session began at 7:52 and ended at 8:15. The Board did not adopt any policy, position, resolution, rule, regulation, or take any formal action.

The Regular meeting resumed at 8:17 p.m.

Discuss the Executive Director's Goals for 2026: Sean had requested that the discussion the Director's Goals for 2026 be held in an open session. After discussion, the Board suggested Sean update the trustees quarterly of progress toward the goals. Jeanne would like to have a dollar amount on the increase of funds raised from grants and donations. A discussion followed.

Adjourn: Sandy adjourned the meeting at 8:42 p.m.

Proposed Topics for Next Meeting: March 10, 2026 at 6:00 p.m.:

- Review Strategic Plan Goal: TBD
- Award Workplace Assessment Contract

Prepared by Correen Becher, Secretary

Dolores Library District Special Board Meeting
February 12, 2026
DPL Community Room

Call to Order: President Sandy Jumper called the meeting to order at 5:02 p.m.
Board Members Present: Correen Becher, Jeanne Becker, Hassan Hourmanesh (via phone), and Emily Wisner
Board Members Absent: Gina Hernandez
Guests: Sean Gantt and Hannah Carloni, staff members

Approval of Agenda: Jeanne moved to approve the agenda as presented. Correen seconded, and the motion passed upon a vote.

Public Comment: Sean read an email he sent to Sandy regarding the frequent meetings and sometimes short notice of those meetings. He asked the Board to stick to the meeting schedule approved for 2026 even if it meant some issues taking longer to resolve. He also expressed concerns about how the executive session held on February 10 was handled and asked to review the recording of that session.

NEW BUSINESS

Clarify and Correct Motion from December 9, 2025 Meeting: Upon recommendation by the District's attorney, Sandy is requesting the Board clarify the motion made on December 9, 2025 to suspend Article II, Section 2 of the District's Bylaws to maintain two current members until new Trustees can be appointed.

Jeanne made a motion to amend the motion adopted at the December 9, 2025 meeting to "suspend Article II, Section 2 of the Dolores Library District Bylaws regarding term limits to sustain two current members in order to maintain continuity, seek legal counsel, and include the Dolores Town Council and Dolores School Board until the names of two new board members have been submitted" by striking "submitted" and inserting "appointed" to comply with the Bylaws in place. Correen seconded. A discussion followed noting the Town Board has voted to appoint the three recommended Trustees and requesting that the School Board be notified of the urgency to put the topic on their next (March 9th) agenda. Sandy repeated the motion and asked for a vote. Sandy, Jeanne, Emily, and Correen voted aye, Hassan abstained.
The December 9, 2025 minutes will be amended.

Sean again asked to review the recording of the executive session held February 10, and suggested an outside entity review the recording. Sandy said she will have an independent person review the recording.

Adjourn: Sandy adjourned the special meeting at 5:17 p.m.

Prepared by Correen Becher, Secretary

Dolores Public Library Trustee Training
February 21, 2026
DPL Community Room

Welcome: Polly Gallagher, Consultant for the Colorado State Library welcomed all attending at 10:00 a.m.

People in Attendance: DLD Board members Correen Becher, Jeanne Becker, Hassan Hourmanesh, Sandy Jumper, and Emily Wisner; Director Sean Gantt; and recommended new Trustees Leah Burkett and Lee Hallberg

Ms. Gallagher presented a valuable training on decision making, roles and responsibilities of board trustees, and effective meetings. She offered resources the Library can access online. The Trustees asked many good questions and Ms. Gallagher offered clarification on many issues facing the Library.

The training ended at 2:30 p.m.

Prepared by Correen Becher

Dolores Library District Special Board Meeting
February 26, 2026
DPL Meeting Room

Call to Order: President Sandy Jumper called the meeting to order at 5:00 p.m.

Board Members Present: Correen Becher, Gina Hernandez, and Emily Wisner

Board Members Absent: Jeanne Becker and Hassan Hourmanesh

Director: Sean Gantt

Guests: Peggie Buckholts

Public Comment: None

Workplace Assessment Proposals: Sandy had emailed three proposals from local consultants who specialize in workplace assessments to each Board member. She also compiled a table summarizing each of the three proposals. The Board members present discussed the pros and cons of each company. Jeanne and Hassan had submitted written observations to Sandy. After the discussion, Sandy asked for a motion to form a committee to interview the company which most Trustees preferred. Gina made a motion to form a committee consisting of herself, Emily, and Sandy to interview a consultant from Luminary Consulting. Emily seconded the motion which carried upon a vote. They agreed to try to schedule the interview during the week of March 2, which Sandy will set up. The committee would like to present their recommendation to the Board at the March 10 regular meeting.

Adjourn: The meeting adjourned at 5:20 p.m.

Next Meeting: March 10, 2026 at 6:00 p.m.

Prepared by Correen Becher, Secretary



February 18, 2026

Dear Sir or Madam,

In preparation for the 2026 November General Election, I write to request your assistance in providing the Montezuma County Elections Department with a preliminary determination for the number of ballot contests (candidate races, ballot issues and ballot questions) that may be included on the ballot. I also notify you of applicable deadlines regarding your district's potential referral of content for inclusion on Montezuma County's 2026 November General Election ballot.

Notice of Intent to Participate

Whether or not the governing board of your political subdivision has taken formal action to participate in the 2026 November General Election, we request that you notify us of your district's definite or possible intent to participate before Wednesday, July 1, 2026. This will enable the Montezuma County Election staff to make preliminary determinations to assist in programming, placing orders for stock, etc. We also request information about the 2027 Coordinated Election, if known. Please fill out the table attached and return to us at Election@co.montezuma.co.us

Applicable Deadlines

The applicable deadlines under state law for political subdivisions to participate in the 2026 November General Election are as follows:

- Friday, 07/24– Last day for a political subdivision to notify the county clerk in writing that it has taken formal action to participate in the 2026 General Election. (100 days before the Coordinated Election) C.R.S. § 1-7-116(5); C.R.S. § 1-1-106(5).
- Tuesday, 8/25 – Last day for intergovernmental agreements to be signed by county clerks and political subdivisions (No later than 70 days before the Coordinated Election) C.R.S. § 1-7-116(2).
- Friday, 9/4 – Last day for the designated election official of each political subdivision to certify the ballot order and content. Each DEO must also deliver the certification to the county clerk for the General Election. (No later than 60 days before the first election in which the procedures will be used) C.R.S. § 1-5-203(3)(a).

- Friday, 9/18 – Last day to file written comments (pros/cons) concerning local ballot issues with the designated election official in order to be included in the ballot issue. (Friday before the 45th day before the election) C.R.S. § Art. X., Sec. 20(3)(b)(v); C.R.S. § 1-7-901(4).
- Monday, 9/21 – Last day for the designated election official to deliver the full text of any required ballot issue notices to the county clerk. (No later than 43 days before the election) C.R.S. § 1-7-904.
- Friday, 10/2 – Last day to mail notice of a ballot issue election. (At least 30 days before the ballot issue election) C.R.S. § Art. X, Sec. 20(3)(b); C.R.S. § 1-1-106(5).

What to Expect Moving Forward

After receiving a notification in writing, no later than Friday, July 24th - 100 days before the General Election C.R.S. § 1-7-116(5), C.R.S. § 1-1-106(5) – advising that the district is taking formal action to participate in the 2026 November General Election the Montezuma County Elections Department will send to the designated contact person for each political subdivision the updated iteration of its address library report, as currently configured in the State of Colorado Voter Registration and Election Management Database. The district will be requested to designate a contact person who will verify that the address library report is both accurate and completed, and return the certified report to the Montezuma County Elections Department no later than Thursday, August 13, 2026. This will allow staff to program any required corrections before the September 5th ballot certification deadline, after which further changes to the address library are not possible.

In addition, by August 3, 2026 the Montezuma County Election Department will forward to each political subdivision, which indicates a definite or possible intent to participate, the standard-form Inter-Government Agreement with instructions to return the completed, executed and dated IGA to the Montezuma County Clerk by Tuesday, August 25, 2025.

Thank you in advance for your cooperation with this request. Please do not hesitate to contact me if you have any questions.

Kim Percell

Montezuma County Clerk & Recorder

140 W. Main St. Suite 1

Cortez, CO 81321

Tel 970-565-3728

Fax 970-564-0215

Email kpercell@co.montezuma.co.us

Web www.montezumacounty.org

Dolores Library
P.O. Box 847
Dolores, CO 81323

2026 Special District Election Participation

District Name:

Person filling out the form:

Phone Number:

Email:

	2026 General Election	2027 Coordinated Election
Number of candidate contests, if any:		
Number of ballot questions (i.e., referred measures not subject to the requirement of TABOR, such as home rule charter revisions, non-fiscal referred ordinances, etc.):		
Number of ballot issues (i.e., referred measures that are subject to the requirements of TABOR, such as measures to increase district spending or debt):		
Is participation certain or possible? (please circle)	Certain / Likely / Unlikely	Certain / Likely / Unlikely

Please forward the above information to Election@co.montezuma.co.us

DOLORES PUBLIC LIBRARY
Expenses February 2026

Bills:

Name	Date	Check #	Account	Description	Split Amount	Total Amount
ABC Fire Safety	2/23/2026	14261	5290-Repairs & Maintenance	fire extinguisher inspection		\$ 85.75
Amazon	2/23/2026	14262	5017-DVDs	DVDs	\$ 89.78	
			5900-Miscellaneous	replacement items for storytime to go bags	\$ 84.37	
			5210-Dues & Fees	discount	\$ (5.03)	
			5031-Youth Programs	program supplies & prizes	\$ 72.18	
			5300-Supplies	paper towels	\$ 63.00	\$ 304.30
Atmos Energy	2/4/2026	ACH	5500-Utilities	Natural Gas		\$ 434.49
Bankcard Center - SG	2/17/2026	ACH	5210-Dues & Fees	QB, DD, & SHRM annual fee		\$ 503.00
Cengage Learning Inc.	2/23/2026	14263	5000-Books	large print books		\$ 23.99
Colorado Library Consortium	2/23/2026	14264	5010-Electronic Materials	annual Cloud Library fee	\$ 2,000.00	
			5100-ILL Catalog	aspenatc fee	\$ 2,180.00	\$ 4,180.00
Comfort Air	2/23/2026	14265	5290-Repairs & Maintenance	replacing thermostat in community room		\$ 404.32
Cooper Fire	2/23/2026	14266	5290-Repairs & Maintenance	annual fire system inspection		\$ 825.00
Daniel's Concrete	2/25/2026	14260	5296-Snow Removal	1 snow plow		\$ 125.00
Empire Electric	2/3/2026	ACH	5500-Utilities	Electricity		\$ 405.79
FastTrack Communications	2/23/2026	14267	5620-Internet	internet		\$ 131.40
Ingram Book Company	2/23/2026	14268	5611-State Grant Expenses	books for state grant		\$ 980.83
Kimberly Daves		DD	5295-Janitorial	Cleaning		\$ 276.92
Kimberly Daves		DD	5295-Janitorial	Cleaning		\$ 276.92
Majors & Haley, P.C.	2/23/2026	14269	5280-Professional Fees	2024 audit exemption		\$ 1,250.00
MicroMarketing	2/23/2026	14270	5611-State Grant Expenses	Books for state grant		\$ 68.98
NetForce PC, Inc	2/23/2026	14271	5120-Technical Support & Maintenance	IT Management & computer installation	\$ 1,229.25	
			5530-Telephone	VOIP telephone service	\$ 122.55	\$ 1,351.80
Office Depot	2/23/2026	14272	5300-Supplies	paper		\$ 159.96
PEAC Solutions	2/23/2026	14273	5520-Copier Lease/Use	Xerox Lease/Use		\$ 415.75
Penworthy	2/23/2026	14274	5611-State Grant Expenses	books for state grant		\$ 151.79
Plunkett's Pest Control	2/23/2026	14275	5290-Repairs & Maintenance	bimonthly pest control		\$ 128.00
Town of Dolores	2/18/2026	ACH	5500-Utilities	Water & Sewer		\$ 87.31
Waste Management	2/20/2026	ACH	5500-Utilities	Trash service		\$ 217.74
						\$ 12,789.04

Payroll:

Name	Date	Check #	Account	Description	Split Amount	Total Amount
Quickbooks Payroll			5800-Salaries & Wages			\$ 19,604.76
Payroll Taxes			5810-Payroll Taxes			\$ 1,631.84
Fidelity			5820-Benefits			\$ 509.39
				Payroll Sub Total:	\$ 21,745.99	

Grand Total: \$34,535.03

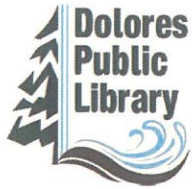


Dolores Public Library

FY26 P&L

January - December 2026

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
Income				
4000-Property Taxes	788.10	369,238.00	368,449.90	0.21 %
4010-S.O. Taxes	5,396.48	25,000.00	19,603.52	21.59 %
4130-Donations	3,641.30	10,000.00	6,358.70	36.41 %
4190-Miscellaneous		500.00	500.00	
4200-Grants		5,000.00	5,000.00	
4300-Interest	1,291.63	15,000.00	13,708.37	8.61 %
Total Income	\$11,117.51	\$424,738.00	\$413,620.49	2.62 %
GROSS PROFIT	\$11,117.51	\$424,738.00	\$413,620.49	2.62 %
Expenses				
5000-Books	137.42	5,000.00	4,862.58	2.75 %
5010-Electronic Materials	2,000.00	5,000.00	3,000.00	40.00 %
5017-DVD	240.70		(240.70)	
Total 5010-Electronic Materials	2,240.70	5,000.00	2,759.30	44.81 %
5020-Periodicals	30.00	800.00	770.00	3.75 %
5030-Programs				
5031-Youth Programs	662.34	3,000.00	2,337.66	22.08 %
5032-Adult Programs		3,000.00	3,000.00	
Total 5030-Programs	662.34	6,000.00	5,337.66	11.04 %
5100-ILL Catalog	2,180.00	2,500.00	320.00	87.20 %
5110-Databases		1,000.00	1,000.00	
5120-IT Services & Support	2,351.00	15,000.00	12,649.00	15.67 %
5121-Website	1,698.00	1,800.00	102.00	94.33 %
Total 5120-IT Services & Support	4,049.00	16,800.00	12,751.00	24.10 %
5125-Computers		4,000.00	4,000.00	
5200-Continuing Education		1,000.00	1,000.00	
5210-Dues and Fees	715.63	4,500.00	3,784.37	15.90 %
5230-Insurance		15,000.00	15,000.00	
5260-Travel/Mileage/Meals		5,000.00	5,000.00	
5270-Courier		3,200.00	3,200.00	
5275-Postage		400.00	400.00	
5280-Professional Fees	2,428.00	1,500.00	(928.00)	161.87 %
5290-Repairs & Maintenance	3,697.29	6,000.00	2,302.71	61.62 %
5295-Janitorial	1,107.68	7,500.00	6,392.32	14.77 %
5296-Snow Removal	125.00	3,000.00	2,875.00	4.17 %
Total 5290-Repairs & Maintenance	4,929.97	16,500.00	11,570.03	29.88 %
5300-Supplies	413.51	5,000.00	4,586.49	8.27 %
5310-Marketing		400.00	400.00	
5500-Utilities	1,868.06	16,000.00	14,131.94	11.68 %
5520-Copier Lease	919.80	6,000.00	5,080.20	15.33 %



Dolores Public Library

FY26 P&L

January - December 2026

	TOTAL			
	ACTUAL	BUDGET	REMAINING	% OF BUDGET
5530-Telephone	245.10	2,500.00	2,254.90	9.80 %
5600-Treasurer's Fee	15.76	8,000.00	7,984.24	0.20 %
5610-Grant Expenses		5,000.00	5,000.00	
5611-State Grant Expenses	1,834.48		(1,834.48)	
Total 5610-Grant Expenses	1,834.48	5,000.00	3,165.52	36.69 %
5620-Internet	262.80	1,700.00	1,437.20	15.46 %
5700-Equipment		5,000.00	5,000.00	
5800-Payroll Expenses	37,977.36	261,096.00	223,118.64	14.55 %
5810-Payroll Taxes	3,161.11	19,974.00	16,812.89	15.83 %
5820-Benefits	409.06	9,008.00	8,598.94	4.54 %
Total 5800-Payroll Expenses	41,547.53	290,078.00	248,530.47	14.32 %
5900-Miscellaneous	84.37	500.00	415.63	16.87 %
5950-Other Projects		5,000.00	5,000.00	
Total Expenses	\$64,564.47	\$433,378.00	\$368,813.53	14.90 %
NET OPERATING INCOME	\$ (53,446.96)	\$ (8,640.00)	\$44,806.96	618.60 %
NET INCOME	\$ (53,446.96)	\$ (8,640.00)	\$44,806.96	618.60 %



DOLORES PUBLIC LIBRARY

Balance Sheet

As of February 28, 2026

	TOTAL			
	AS OF FEB 28, 2026	AS OF JAN 31, 2026 (PP)	CHANGE	% CHANGE
ASSETS				
Current Assets				
Bank Accounts				
1000-Bank Regular Checking	(4,632.62)	2,189.75	(6,822.37)	(311.56 %)
1010-Bank Hi-Fi	15,001.68	18,278.94	(3,277.26)	(17.93 %)
1070-DPL CDs				
1085-DSB-CD#31; Contingency	175,474.01	195,474.01	(20,000.00)	(10.23 %)
Total 1070-DPL CDs	175,474.01	195,474.01	(20,000.00)	(10.23 %)
Total Bank Accounts	\$185,843.07	\$215,942.70	\$ (30,099.63)	(13.94 %)
Other Current Assets				
1090-Investment Account	402,521.56	402,521.56	0.00	0.00 %
1100-Petty Cash	163.30	373.71	(210.41)	(56.30 %)
1200-Change Cash	100.00	100.00	0.00	0.00 %
1510-Cash w/County Treasurer	2,519.85	2,519.85	0.00	0.00 %
1515-Property Tax Receivable	369,238.00	369,238.00	0.00	0.00 %
1525-Grants receivable	0.00	0.00	0.00	
Payroll Refunds	0.00	0.00	0.00	
QuickBooks Tax Holding Account	0.00	0.00	0.00	
Uncategorized Asset	0.00	0.00	0.00	
Total Other Current Assets	\$774,542.71	\$774,753.12	\$ (210.41)	(0.03 %)
Total Current Assets	\$960,385.78	\$990,695.82	\$ (30,310.04)	(3.06 %)
Fixed Assets	\$0.00	\$0.00	\$0.00	0.00 %
TOTAL ASSETS	\$960,385.78	\$990,695.82	\$ (30,310.04)	(3.06 %)
LIABILITIES AND EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2050-Accounts Payable	0.00	0.00	0.00	
Total Accounts Payable	\$0.00	\$0.00	\$0.00	0.00 %
Other Current Liabilities	\$372,267.94	\$371,433.52	\$834.42	0.22 %
Total Current Liabilities	\$372,267.94	\$371,433.52	\$834.42	0.22 %
Total Liabilities	\$372,267.94	\$371,433.52	\$834.42	0.22 %
Equity	\$588,117.84	\$619,262.30	\$ (31,144.46)	(5.03 %)
TOTAL LIABILITIES AND EQUITY	\$960,385.78	\$990,695.82	\$ (30,310.04)	(3.06 %)



Executive Director's Report for February 2026

Updates

- Sourdough Basics Class
- Dolores Class Partnership
- Sensory friendly valentines event
- HVAC repairs

Meetings & Trainings

- 2/3, 2/9, 2/16, 2/23 – Rotary Club Mtgs
- 2/2 – Pre-Board Mtg
- 2/5 – Finance Committee Mtg
- 2/10 – Dolores Library District Board Mtg
- 2/12 – Dolores Library District Special Board Mtg
- 2/17 – Mtg w/ Sandy
- 2/18 – Colorado Public Library Directors Mtg
- 2/21 – Dolores Library District Board Retreat
- 2/24 – Mtg w/ Ryan Greene
- 2/26 – Dolores Library District Special Board Mtg

Feb 2026 vs Feb 2025

Circulation	2026	2025
Circulation	2,091	2,216
E-book/E-audiobook Downloads	504	410
Total Circulation	2,595	2,626

Library Contacts	2026	2025
Patron Contacts	1,745	1,632
Computer Use	274	283
Website Pageviews	80,594	66,027
New Newsletter Subscribers	7	6
New Facebook Followers	14	0
New Instagram Followers	6	-1
Phone Contacts	239	343
Meeting Room Reservations (hrs.)	28	24
Total Library Contacts	82,879	68,350

Programs	2026	2025
Children (0-5)	118 (5)	50 (3)
Children (6-11)	30 (3)	26 (3)
Young Adult (12-18)	69 (4)	33 (7)
Adult (19 & over)	260 (39)	581 (33)
All Ages (mixed/family)	169 (7)	36 (1)
Passive Programming	137 (2)	72 (1)
Take & Make Activities	119 (6)	49 (3)
Total Program Attendance	902 (66)	847 (51)

Outreach	2026	2025
Children (0-5)	0	0
Children (6-11)	0	0
Young Adult (12-18)	0	0
All Ages (mixed/family)	17 (1)	0
Total Outreach Attendance	17 (1)	0

2025/2024

Annual Statistics	2019	2020	2021	2022	2023	2024	2025
Circulation	31,167	24,363	30,085	31,978	31,658	29,011	30,155
E-book/E-audiobook Downloads	913	1,605	1,886	2,275	2,963	3,619	5,481
Patron Contacts	23,807	10,299	15,307	20,533	20,985	20,617	22,894
Computer Use	7,083	2,579	3,006	3,006	4,354	4,219	3,623
Website Sessions	12,194	10,893	16,800	16,989	294,436	561,492	1,197,726
New Newsletter Subscribers	95	16	133	156	107	115	118
New Facebook Followers	91	173	122	187	295	107	41
New Instagram Followers	65	90	196	161	153	111	90
Phone Contacts					3,863	3,356	3,375
Meeting Room use	1,459	253					397
Children's Programs	1,100	1,523	8	752	1,086	1,158	1,854
Youth Programs	117	40	0	348	75	252	330
Adult Programs	1,172	346	415	1,981	2,188	1,884	3,138
All Ages Programs (mixed/family)			3,206	649	974	424	766
Children's Programs (0-5)				599	640	306	1,283
Children's Programs (6-11)				153	446	852	571
Young Adult Programs (12-18)				348	75	252	330
Passive Programming				1,082	1,008	809	1,186
Take & Make Activities				878	1,080	1,079	2,008
Total Program Attendance	2,389	1,909	3,629	5,690	6,411	5,606	9,282
Outreach: Children (0-5)				55	70	0	0
Outreach: Children (6-11)				331	386	0	220
Outreach: Young Adult (12-18)				13	84	0	23
Outreach: All Ages (mixed/family)				225	300	420	864
Total Outreach Attendance				624	840	420	1,107
grand total	79,263	52,180	71,164	79,639	366,065	628,673	1,273,892

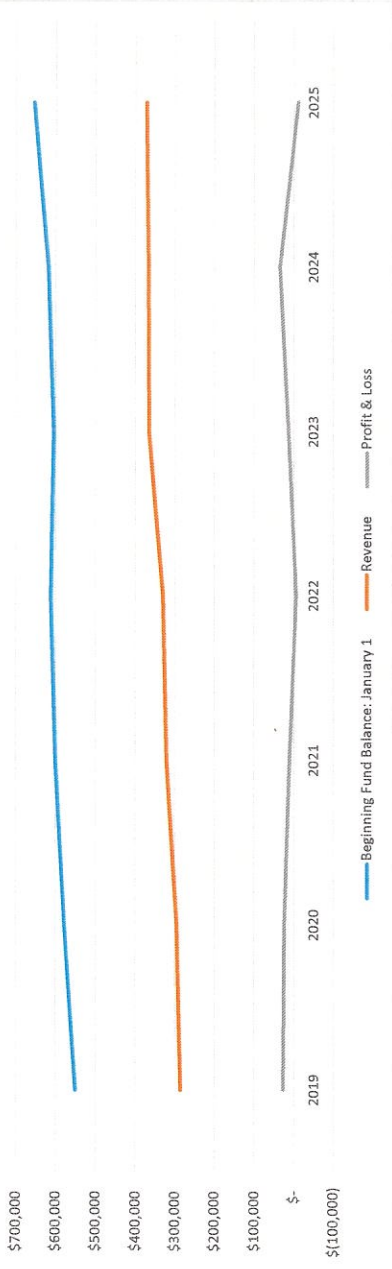
264%
203%

	2019	2020	2021	2022	2023	2024	2025
Beginning Fund Balance: January 1	\$ 550,757	\$ 578,925	\$ 601,215	\$ 612,307	\$ 605,397	\$ 618,776	\$ 653,262
Revenue	\$ 286,220	\$ 295,871	\$ 321,440	\$ 330,507	\$ 365,685	\$ 367,289	\$ 372,196
Profit & Loss	\$ 26,571	\$ 23,889	\$ 11,092	\$ (6,908)	\$ 13,379	\$ 35,189	\$ (11,697)

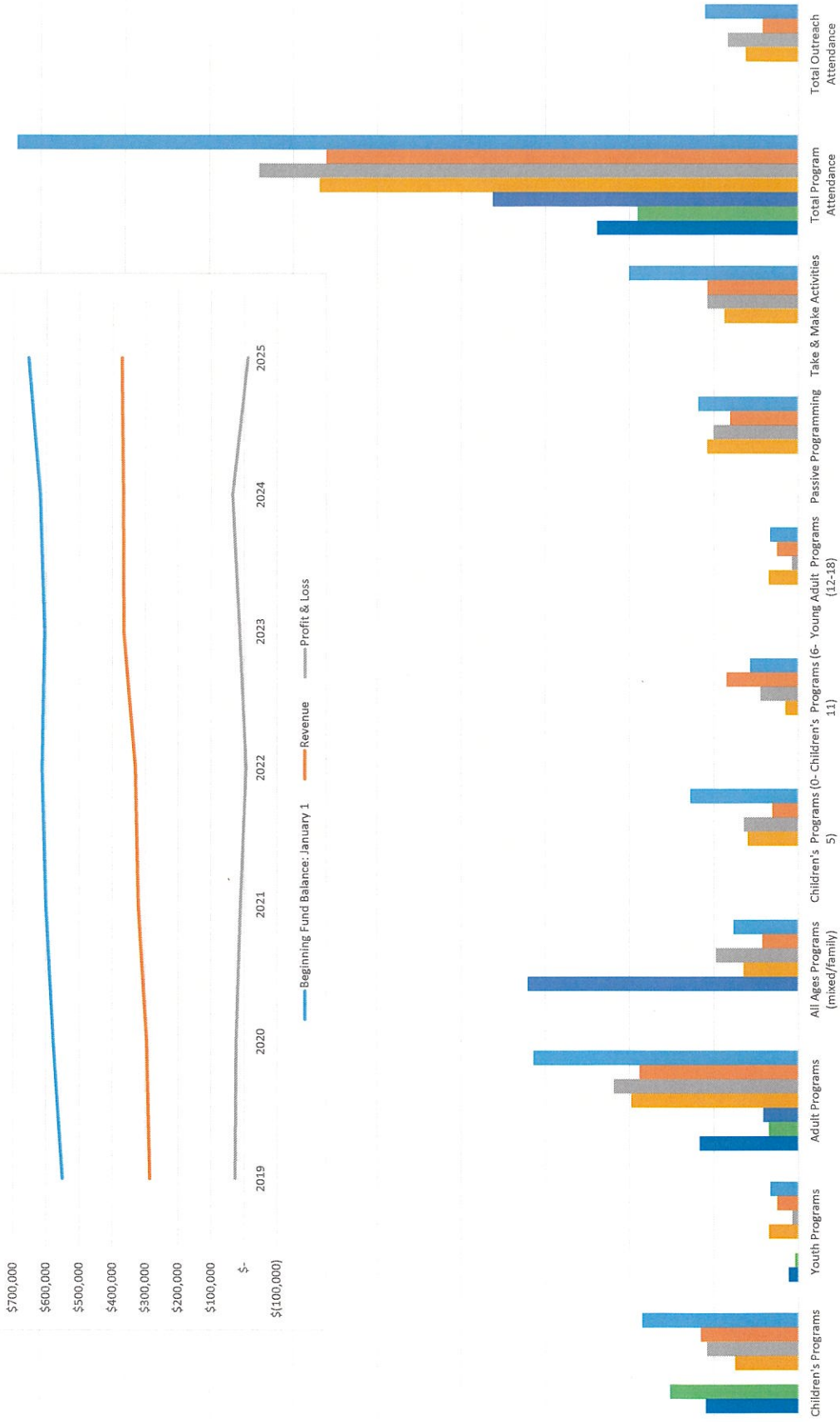
2025 Programs	January	February	March	April	May	June	July	August	September	October	November	December	Total	# Avg
Children (0-5)	16 (1)	50 (3)	73 (5)	77 (4)	63 (3)	193 (5)	175 (4)	84 (3)	117 (4)	104 (3)	142 (4)	189 (5)	1283	44 29
Children (6-11)	27 (3)	26 (3)	53 (4)	71 (5)	135 (7)	31 (3)	33 (3)	42 (4)	35 (4)	42 (5)	44 (4)	32 (3)	571	48 12
Young Adult (12-18)	18 (5)	33 (7)	21 (5)	39 (6)	7 (2)	0	0	0	148 (7)	10 (1)	32 (2)	22 (1)	330	36 9
Adult (19 & over)	266 (34)	581 (33)	216 (25)	212 (26)	241 (26)	186 (19)	136 (14)	226 (30)	256 (32)	261 (34)	283 (24)	274 (31)	3138	328 10
All Ages (mixed/family)	0	36 (1)	22 (4)	31 (4)	28 (5)	201 (3)	221 (6)	6 (1)	18 (5)	133 (7)	20 (4)	50 (5)	766	45 17
Passive Programming	74 (1)	72 (1)	94 (1)	79 (1)	98 (1)	109 (1)	117 (1)	80 (1)	66 (1)	156 (2)	122 (1)	119 (1)	1186	13 91
Take & Make Activities	37 (2)	49 (3)	134 (8)	156 (7)	121 (5)	387 (11)	426 (11)	129 (7)	106 (6)	157 (6)	160 (6)	146 (7)	2008	79 25
Total Program Attendance	438	847	613	665	693	1107	1108	567	746	863	803	832	9282	593 16

2950

10000



9000



8000

7000

6000

5000

4000

3000

2000

1000

0

Children's Programs

Youth Programs

All Ages Programs (mixed/family)

Adult Programs

Children's Programs (0-Children's Programs (6-11)

Children's Programs (6-Young Adult Programs (12-18)

Passive Programming

Take & Make Activities

Total Program Attendance

Total Outreach Attendance

Legend: 2019, 2020, 2021, 2022, 2023, 2024, 2025



BOARD OF TRUSTEES AND LIBRARY EMPLOYEE CONFLICT OF INTEREST POLICY

No Board member or committee member of the Dolores Public Library District shall derive any personal profit or gain, directly or indirectly, by reason of his or her participation on the Board. Other than compensation, no employee shall derive any personal profit or gain, directly or indirectly, by reason of his or her employment by the Dolores Public Library District except through activities that may facilitate professional advancement or contribute to the profession such as publications and professional service and have been fully disclosed to the Board.

Each individual shall disclose to the Board any personal interest which he or she may have in any matter pending before the Board and shall refrain from participation in any decision on such matter.

Members of the Dolores Public Library District board, committees, and staff shall refrain from obtaining any list of library patrons that results in personal benefit.

Statement of Associations

This is to certify that I, except as described on the reverse of this sheet, am not now nor at any time during the past year have been:

A participant, directly or indirectly, in any arrangement, agreement, investment, or other activity with any vendor, supplier, or other party doing business with Dolores Public Library District that has resulted or could result in personal benefit to me.

Any exceptions to the above are stated on the reverse of this sheet with a full description of the transactions, whether direct or indirect, which I have (or have had during the past year) with persons or organizations having transactions with Dolores Public Library District.

Signature: _____ Date: _____

Printed Name: _____

Dolores Public Library District position: _____

ADOPTED: October 12, 2021



BOARD OF TRUSTEES AND LIBRARY EMPLOYEE ETHICS POLICY

The Dolores Public Library District is dependent on the trust of its community to successfully achieve its mission. Therefore, it is crucial that all Board members and employees conduct business on behalf of the Dolores Public Library District with the highest level of integrity avoiding any impropriety or the appearance of impropriety.

Guiding Principles:

- Board members and employees should uphold the integrity of the Dolores Public Library District and should perform their duties impartially and diligently.
- Board members and employees should not engage in discrimination of any kind including that based on race, class, ethnicity, religion, sex, sexual orientation, or belief system.
- Board members and employees should protect and uphold library patrons' right to privacy in their use of the library's resources.
- Board members and employees should avoid situations in which their personal interests, activities or financial affairs are, or are likely to be perceived as being in conflict with the best interests of the Dolores Public Library District.
- Board members and employees should avoid having interests that may reasonably bring into question their position in a fair, impartial and objective manner.
- Board members and employees should not knowingly act in any way that would reasonably be expected to create an impression among the public that they are engaged in conduct that violates their trust as Board members or employees.
- Board members and employees should not use or attempt to use their position with the Dolores Public Library District to obtain unwarranted privileges or advantages for themselves or others.
- Board members and employees should not be swayed by partisan interests, public pressure, or fear of criticism.
- Board members and employees should not denigrate the organization or fellow Board members or employees in any public arena.

Therefore:

To preserve and uphold the Dolores Public Library District's reputation as an organization of unimpeachable integrity, each Board member and employee will sign an "Ethics Statement" at the commencement of his/her service with the Dolores Public Library District.

Compliance:

If any Board member or the Executive Director appears to be in conflict of the "Guiding Principles" above, he or she will be asked to meet with the Board of Trustees to discuss the issue. Employees who are or appear to be in conflict with the "Guiding Principles" will be asked to meet with the Executive Director who will make a determination as to discipline or termination based on his or her findings.

Signature: _____ Date: _____

Printed Name: _____

Dolores Public Library District position: _____

ADOPTED: October 12, 2021